



Minutes of IQAC

The minutes of IQAC meeting organized on 19/06/2018 in the presence of all members are as follow:

- Preparation of the formats for internal & university exams;
- Preparation of marksheets of internal exams & sending them to the university;
- Initiating professional courses for students in collaboration with other institutes;
- Enriching library by ordering books & e-books for various subjects as per the need analysis;
- Ordering magazines and e-journals for all subjects;
- Ordering DVDs prepared by experts for various subjects;
- Ordering equipments for cultural & sports activities;
- Starting remedial classes for weak students;
- Registering the alumni association of the college in the Charity Commissioner's Office and deciding various designations;
- Organizing an awareness campaign for conservation of natural resources;



- Preparing the API files of professors eligible for the next pay scales & sending them to the Office of Higher Education Commissioner;
- Assigning projects to students;
- Evaluation of students through assignment & seminars; and
- Planning of ICT based education for students.

Action Taken Report of IQAC

A discussion of the following points was under taken:





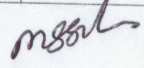
- An evaluation of activities was done keeping in mind the action plan decided in the previous IQAC meeting.
- Internal & university exams were conducted successfully.
- Marksheets of internal exams were prepared & sent to the university.
- Various books pertaining to different subjects were ordered.
- Social service and cultural activities were carried out under NSS & Saptadhara respectively.
- Regular activities & annual camp were carried out under NSS.




- Programs related to tree plantation, environment protection, cleanliness, de-addiction, personality development, etc. were conducted.
- Guidance related to competitive exams was provided to students.
- Tasks & activities assigned to the college by the government were carried out.
- Assignments & seminars were organized for students' evaluation.
- Teachers were encouraged & sent to attend seminars, workshops & conferences.

IQAC COMMITTEE

Sr. no.	Name	College designation	IQAC designation	Sign
1	Dr. Nila Thaker	Principal	Chair Person	<i>N. Thaker</i>
2	Dr. Jignesh Upadhyay	Head, Gujarati Department	Co-ordinator	<i>J. Upadhyay</i>
3	Dr. Malti Pandey	Head, Hindi Department	Member	<i>M. B. Pandey</i>
4	Dr. Harshida Jagodadiya	Head, Economics Department	Member	<i>A. B.</i>
5	Dr. Shirih Bhardvaj	Head, Geography Department	Member	<i>W. B.</i>

6	Dr. Jagruti Vyas	Assistant Professor	Member	
7	Dr. Jignesh Vyas	Assistant Professor	Member	
8	Shri Geeta Barochiya	Administrative Staff	Member	
9	Shri Prabha Bhalala	Administrative Staff	Member	
10	Shri Maulik Shah	Administrative Staff	Member	




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